

FINANCE COMMITTEE REPORT

February 10, 2014

A Finance Committee meeting was held Monday, February 10, 2014, at 6:00 p.m. in the County Administration Building, Quorum Court Meeting Room, 215 East Central, Bentonville, Arkansas.

Committee Members Present: Allen, J. Harrison, Jones, Chiocco, Curry, Moore
Absent: Moehring

Others Present: JPs Adams, Sandlin, Anglin, Meyers, County Judge Bob Clinard, Assessor Glenn “Bear” Chaney, Administrator of General Services John Sudduth, Administrator of Public Services Terry Nalley, Human Resources Manager Barbara Ludwig, Comptroller Sarah Daniels, Accounting Manager Mike Crandall, Grants Administrator Glenda Downing

Media: Tom Sissom

Chair JP Allen called the meeting to order.

Public Comment

None

1. Grants Administrator Report

Grants Administrator Glenda Downing reported that: 1) the application for the Adult Drug – Court Mini-Grant had been submitted; 2) the NWAEDD GIF Grant had been awarded to replace the Maysville Community Center HVAC and insulate the building; 3) the Arkansas Department of Rural Services – Rural Community Grant for \$50,000 had been awarded and is for NEBCO Fire and EMS to purchase a rescue vehicle; and 4) that the application for the Federal Transit Administration (FTA) via Northwest Arkansas Regional Planning Commission (NWARPC) for an engineering study of the Wild Cat Bridge Replacement had been submitted.

2. Appropriation Ordinance Request – Administration Building Fire Alarm System

Comptroller Sarah Daniels stated that this appropriation ordinance request is to appropriate \$20,000 to replace the County Administration Building Fire Alarm System.

Discussion was held on the new fire alarm system which was installed in the County Administration Building.

JP J. Harrison made motion to approve and forward to the February 11, 2014 Committee of the Whole agenda, seconded by JP Curry.

Motion passed by unanimous show of hands vote.

3. Appropriation Ordinance Request – Benton County Offices of Rogers Moving Expense and Chairs

Sarah Daniels stated that this appropriation ordinance request for \$23,500 is for moving expenses and new chairs for the Benton County Offices of Rogers Building. She stated that they had budgeted \$50,000 in 2013 for renovations, \$23,000 of that was turned back unspent and that \$150,000 has been budgeted for 2014.

Administrator of General Services John Sudduth stated that the \$150,000 which was budgeted for 2014 for renovations is not the final number.

JP Moore made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

4. Appropriation Ordinance Request – Benton County Offices of Rogers Building Renovations

Sarah Daniels stated that this appropriation ordinance request is for an additional \$138,000 that will be funded from the Capital Projects fund, and is for additional funds for renovations to the BCOR Building in Rogers.

John Sudduth stated that this appropriation ordinance request is to bring the BCOR Building up to the City of Rogers building codes.

County Judge Bob Clinard stated that \$50,000 had been appropriated for 2013 and \$150,000 for 2014, and that the total renovation costs are going to be around \$230,000. He stated that the commissioned accounts will help pay some of the costs.

Lengthy discussion was held on the additional costs for the renovations to the BCOR Building in Rogers.

JP Jones made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP Moore.

Motion passed by unanimous show of hands vote.

5. Appropriation Ordinance Request – Prosecuting Attorney – 2013 Budget Clean-Up

Sarah Daniels stated that this appropriation ordinance request is a 2013 budget clean-up to bring department categories out of the negative.

JP Jones made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

6. Appropriation Ordinance Request – Jail - Jail Maintenance and Operations – 2013 Budget Clean-Up.

Sarah Daniels stated this appropriation ordinance request is a 2013 budget clean-up and is to bring department categories out of the negative.

JP Jones made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP Chiocco.

Motion passed by unanimous show of hands vote.

7. Appropriation Ordinance Request – Circuit Court div. VI – White Board

Accounting Manager Mike Crandall stated this appropriation ordinance is to purchase a white board that was originally budgeted for \$5,000 but now costs over \$5,000 and thus is a capital item.

JP J. Harrison made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP Moore.

Motion passed by unanimous show of hands vote.

8. Appropriation Ordinance Request – Revenue Coding Corrections

Sarah Daniels stated this appropriation ordinance request is a clean up to correct three 2014 revenue codes in the budget.

JP Jones made motion to approve and forward the appropriation ordinance request to the February 11, 2014 Committee of the Whole agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

9. Appropriation Ordinance Request – Items Forwarded from 1-27-14 Personnel Committee

- **Sheriff's Office, Dept. 0400, Fund 1000**

Captain Richard Conner stated this reorganization of the Sheriff's Office will have a negative impact of \$14,417.26 on the 2014 budget.

- Add one Chief Deputy - Grade 24
 - Add one Lieutenant - Grade 18
 - Delete one Captain - Grade 20
 - Delete one Sergeant - Grade 15
 - Delete one Detective II - Grade 14

- **Tax Collector, Dept. 0104, Fund 1801**

Human Resource Manager Barbara Ludwig stated this reorganization is for the Tax Collectors office.

- Add one Satellite Office Administrator -11
 - Delete one Deputy Collector Supervisor - Grade 10

- **Assessor, Dept 0105, Fund 1802**

Assessor Glenn "Bear" Chaney stated that this reorganization is to add a position for the new satellite office with a budget impact of \$1,295 for 2014.

- Add one Lead Personal Property Deputy- Grade 7
 - Delete one Deputy Assessor III – Grade 8

- **Accounting and Human Resources Department, Dept. 0113, Fund 1000**

Barbara Ludwig stated this reorganization is due to the Benefits Administrator leaving the county, and that the changes will have a full year budget impact of \$8,207.82.

Add one Assistant Manager Human Resources – Grade 18

Delete one Benefits Administrator Grade – 11

- **Elected Officials**

Barbara Ludwig stated that the salary comparison chart is to address salaries for the elected officials before it is filing time for Elected Officials positions. She stated that at this time, Benton County Elected Officials are not requesting an increase in pay.

Barbara Ludwig stated that Benton County is in violation of A.C.A. §14-14-1205. She stated that the law requires that justices of the peace be paid on a per diem basis, not the flat monthly \$350 rate they now receive. She added that county employee insurance is available at the employee rate for the Justices of the Peace.

Some discussion was held on salary increases for elected officials for the year 2015.

JP Moore stated that they need to bring the Coroner's salary up with the rest of the Elected Officials.

JP Moore made motion that, pending budget discussion for all Elected Officials salaries remain the same and to increase the Coroner's salary from \$71,237 to \$81,901.30 beginning January 2015, in the form of a resolution contingent on budget negotiations for 2015, and forward to the February 11, 2014 Committee of the Whole agenda, seconded by JP Steve Curry.

Motion passed by a show of hands vote.

Lengthy discussion was held on changing the Justices of the Peace flat monthly rate of \$350 that they now receive to \$175 per Quorum Court meeting and \$175 for per Committee of the Whole meeting to reflect the per diem requirement.

JP Chiocco suggested that they bring the per diem rate for each committee meeting to \$175 per each committee meeting.

JP Allen requested Comptroller Sarah Daniels to bring comparison figures for Justice of the Peace pay options to the Committee of the Whole that would show how changes would affect the Quorum Court budget.

JP Anglin stated that she would support doing what they court needs to do to be in compliance with state law, but that she would not support an increase in the per diem.

JP J. Harrison made motion to forward all personnel requests presented to the February 11, 2014 Committee of the Whole agenda, seconded by JP Jones.

Motion passed by unanimous show of hands vote.

Administrator of Public Services Terry Nalley reported that the total cost for supplies for snow and ice removal as of February 5, 2014 is \$137,602.05, and that does not include fuel.

Lengthy discussion was held on the total cost for the snow and ice removal.

Sales Tax Numbers

Sarah Daniels reported that November sales tax receipts were down 3.51% for the month. She stated that the budget for 2014 is \$7.3 million.

Jail Collections

Sarah Daniels reported that Jail Collections were \$94,181 for January with a large amount due to come in. She stated that \$1.5 million was budgeted for 2014.

Some discussion was held on the cost to house prisoners and increasing the amount of jail fees collected.

Fuel Analysis

Accounting Manager Mike Crandall reported that the Road Department is at 4% of their budget, while the Sheriff's Department is at 9% of their 2014 budget. He stated that average unleaded fuel costs have decreased 1% to \$2.78 per gallon and that diesel has increased 2% to \$3.18 per gallon. He stated that year-to-date, \$14,285 has been transferred back to the Road Department.

Fund Summary

Mike Crandall reported on the Monthly Fund Summary, stating that the General Fund is at 9.09%, and the overall budget is at 8.39%.

Sarah Daniels reported on the 2014 overtime analysis for each department and stated that the Sheriff, Coroner, and Jail departments are the largest users for overtime. She stated that the report includes flat overtime, holiday pay and emergency closing pay.

Other Business

Mike Crandall announced that a public auction will be held Saturday, March 1, 2014, at 10:00 a.m. at the Assessor and Collector offices at the 28th Street location, and at 11:00 a.m. at the County offices at the 1st and Poplar Rogers location to auction counter tops and equipment.

Public Comments

None

Meeting adjourned at 8:26 p.m.